



Planning Commission Minutes

Chairman Hughes called the May 7, 2013 Planning Commission to order at 5:30 pm with the following members present:

Judy Iverson	Judy Hughes	Pete Bonefield	Arvid Meland
Suzanne Olson	Tammy Bohn		

Also present:

Christina Steele (Planning & Zoning Coordinator)
Scott Rovere (Building Inspections)

The minutes from the April 2 meeting were reviewed and approved.
A summary of recent Council actions related to planning & zoning was reviewed.

1. **Use on Review – Tow Tec Towing & Recovery** Douglas Hemenway (applicant was present)

Discussion took place regarding the applicant's plans to install a fence and pave the area of property he will be renting from Daryn Werlinger. The fence and paving would be complete before the plant shuts down in the fall. The staff had no objections to allowing Mr. Hemenway the time needed to complete the improvements and use at this location. Vote: The Commission all voted in favor of recommending approval by the Council with the condition of completion as stated.

2. **Variance – Dennis Iverson** Waiver of requirement to hard surface off street driving and parking area at 1600 Cedar Street. (Applicant was present).

Commissioners discussed the request to waive the requirement for paving the driving and parking area at this residence following the installation of a car port. The request was tabled pending outcome of the building code violations. Applicant is to make an appointment to visit further with the City Manager regarding the building code issues before Planning & Zoning will address the paving requirement.

3. Variance – Jim Mason/Gold Pan Pizza The applicant installed a fence that encroaches 18” into public right of way.

Commission discussed two points including where the applicant is putting his trash tote since his entire back property line is in the right of way. He agreed to get written permission from neighboring business to locate his tote there. The Commission decided to table the original variance request until the City Attorney can review the request and report on how a ruling could affect the applicant’s liquor license. The fenced area is used as a beer garden and allowing this area to be on public right of way may mean the City is taking on additional liability or may not be allowed under the wine/beer licensing.

4. Variance – SEDC Waiver of requirement to pave driving and parking area at 2285 Dickson Drive, a commercial site in the Industrial Park.

The Commission heard testimony from Pat Kurtenbach, Executive Director of SEDC regarding an easement that runs through the middle of this lot where a Williston Basin pipeline is located. The owners of the pipeline will not allow traditional paving over the easement and the City has a hard surface requirement. SEDC is working with Williston to approve an alternative material that can be used for surfacing the lot. 1st by Judy Iverson and 2nd from Pete Bonefield to approve the request for variance to use an alternate cover. The Commission voted to recommend approval of the request to Council.

5. Re-plat – George Jenter Re-plat of Lot 12 of Jenter Subdivision.

Commission discussed and tabled to clarify a question about the location of the City limits boundary.

Items 1 and 4 will be on the Council agenda of May 20 with requests to set public hearings.

Next meeting is scheduled for June 4, 2013 at 5:30 pm.
Meeting was adjourned at 6:45 pm.

Respectfully submitted,
Christina Steele

**Pending Approval*